



Teck Coal Limited
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Meeting Minutes

Meeting Name: Elkford Community Effects and Advisory Committee
Date: June 4, 2019
Time: 6:00 – 8:00M
Location: Elkford Community and Conference Centre
Next Meeting: July 15, 2019 – 6:00-8:00PM

Attendees:

Name	Affiliation
Nic Milligan Destiny Allen-Green Ryan Stewart	Teck
Lori Lemke – Chamber of Commerce Jeff Harrold – RCMP Kathryn Kitt	Community of Elkford
Ken Timlin Marc Marion	ATCO
Curtis Helgesen Leonard Gostick Andrew Klapp Cory Kortmeyer – Emergency Services	District of Elkford

Agenda:

Time	Item
5 Minutes	Introduction & Safety Message
15 Minutes	Review of April 29 th Minutes
30 Minutes	New Business <ul style="list-style-type: none">• Determination of Committee Chair• Potential New Member (Shawna Bryant, Executive Director – Elkford Chamber of Commerce)• Lodge Feedback Process (discussion on the role of the committee)
40 Minutes	Indicator Review and Determination
30 Minutes	Discussion of Community Engagement Opportunities

Action Items:

Item	Responsibility	Timing
Invite a contractor to participate on the committee	Nic/Robert/Ryan	Out standing
Bring examples of the Trackline system and how it could be utilized for the accommodations	Nic	Out standing
Circulate the Communities of Interest (COI) webpage	Nic	Prior to next meeting: http://www.evcnpvoice.com/
Develop SharePoint site linked to the COI webpage	Nic/Destiny	Prior to August meeting
Include a summary of committee decisions in minutes	Destiny	Next meeting (recurring)
Include 'public participation' and 'feedback discussion' as agenda items	Destiny	Next meeting (recurring)
Draft committee Terms of Reference for final committee approval	Nic/Destiny	Prior to next meeting
Extend formal invitation to Shawna Bryant (Elkford Chamber of Commerce) to join the committee	Destiny	Prior to next meeting
Bring Lodge feedback to the committee for review	Nic/ District of Elkford	Next meeting (recurring)
Provide a description of the required process for water projects/major mining projects contractors requesting to stay at the lodge	Nic	Next meeting
Provide update on: <ul style="list-style-type: none">• # of workers at the lodge working specifically on FRO AWTP• # of workers at the lodge• # of residence requests from non-project related workers	ATCO	Next meeting (recurring)
Determine which of the indicator can be successfully tracked with supporting baseline data	Nic	Next meeting

Summary of Discussion:

Meeting Minutes

Safety Share – Sun Protection

As the weather improves and we spend more time in the outdoors, it is important to protect your skin against sun damage by utilizing sunscreen and protective clothing.

Review of April 29th Meeting Minutes & Terms of Reference

Discussed the development of a SharePoint site linked to the Communities of Interest webpage to provide information and documents. The site must still be developed.

Discussed whether ‘feedback review’ should be included as a standing item on every meeting agenda. The committee decided – yes, it should be included on every agenda.

Discussed the concern that the proposed workers camp in Sparwood could negatively affect the perceptions of the Elk Valley Lodge in Elkford.

Considered challenges associated with tracking indicators without reliable baselines.

The committee considered different options for committee chair and vice chair selection. The group agreed that the chair should be a non-partisan member of the Elkford community while the vice chair will be rotating representatives from the District of Elkford.

New Business

Committee Chair:

- Kathryn Kitt was named committee chair with a rotating vice chair from the District of Elkford.

Potential New Member:

- The committee agreed to extend a formal invitation to Shawna Bryant to join the committee.

Lodge Feedback Process:

- The committee discussed where feedback should be directed and how feedback should be reviewed.
- Feedback will be directed to Teck via the information found on the distributed feedback cards:
 - 1.855.806.6854
 - feedbackteckcoal@teck.com
- The following information regarding the lodge and its residents was requested on a monthly basis:
 - The number of workers staying at the lodge who are specifically related to FRO AWTP versus other workers
 - The total number of workers staying at the lodge
 - The total number of requests from other companies and workers to stay at the lodge

- There was a brief discussion on the process for non-project related workers to demonstrate the absence of any other accommodations before their acceptance to the lodge is even considered.
 - Nic to bring a description of this process to the next meeting
- A question was raised about how the workers will be able to vote in the federal election
- A question was raised as to whether or not the workers are using Elkford services.
 - Some of the workers have gone golfing and have visited to the pub

Indicator Review and Determination

The list of potential indicators was reviewed with concerns and questions coming out of the discussion as follows:

- Concerns with delineating causation versus correlation for feedback received
- Challenges with non-existent or non-accessible baseline data
- Clarity in the rationale for collecting data associated with some of the indicators is needed
- What will the data and feedback be used for
- Committee scope

The committee will be involved in issues related to the lodge, any accidents at the lodge, and the community of Elkford (in terms of scope)

The committee decided to use the list of indicators as a framework for incoming feedback. As community feedback comes in, it will be used to determine what indicators should be tracked/ which should be tracked more frequently.

Teck will determine which of the indicators (if any) can be successfully tracked with supporting baseline data and come back to the committee with a list of trackable indicators.

Increased traffic on Alpine Way and the impact on traffic elsewhere in Elkford was raised as a concern

Discussion of Community Engagement Opportunities

The committee discussed an open house event for the Elk Valley Lodge to engage the community and allow them the opportunity to see the space.

Wildcat days (June 28-30) was suggested as a potential time, however, those dates are too early for the Lodge to be fully prepared and coincides with the long weekend.

July 17th was suggested as Elkford will be turning 48 years old and the open house could be an additional celebratory event for the community.

Sometime in September was suggested in the hopes of having a good community turn out, as summer travelling would be primarily over.

- A standing item on the agenda for reviewing the number of feedback incidents will be included
- Kathryn Kitt named chair of the committee with a rotating vice chair from the District of Elkford
- The committee accepted Shawna Bryant, Executive Director at the Elkford Chamber of Commerce as a new committee member
- Lodge feedback will be directed to Teck via the information found on the distributed feedback cards and District representatives will bring any feedback they received to the committee
- The committee will be involved in issues related to the lodge, any accidents at the lodge, and the community of Elkford (in terms of scope)
- The committee will use the list of indicators as a framework for reviewing and addressing incoming feedback; indicators will be monitored through feedback collection
- Teck will determine which of the indicator (if any) can be successfully tracked with supporting baseline data and come back to the committee with a list of trackable indicators for review

Next Meeting:

- Monday July 15, 2019
- 6:00PM - 8:00PM
- Elkford Community Centre & Elk Valley Lodge